

BOARD OF DIRECTORS MINUTES
October 18, 2017

PRESENT: Rick Rodgers (RR), Mark Schwartz (MS), Joel Mickelberg (JM), Paul Luff (PL), Tina Talansky, Amy Wert (AW), Merle Neulight (Scribe) absent

RR: Opened the Board of Directors meeting at 9:10 a.m.

I: PRIOR MINUTES

- A. **JM: MOTION:** Approve submitted minutes from September 27, 2017. **PL: 2nd.** All approved. 5-0.

II: FINANCIAL REVIEW

A. Delinquency Report

- a. **AW:** XX Villa Dr. – one month in arrears

B. Treasurer's Report

- a. **MS:** All of our Money Market accounts and CD's are under the \$250K threshold.
- b. **MS:** CD is coming due in mid-December. Decision tabled until November meeting.
- c. **MS:** All our invoices and bills match.
- d. **MS:** Three re-sales total into our Capital Account of \$7,812.
- e. **MS:** Capital reduction this month to pay for the magazine rack for the library.
- f. **MS:** Reviewed the negotiations with Continental for a new contract, one year early. New five year contract with a reduction from the present contract in 2018 and 2019 from 18.50 to 18.00; 2020 18.50; 2021 18.50 and 2022 18.85 per home per month. **MS: MOTION:** Approve the new five year contract starting in 2018. **PL: 2nd.** Approved 5-0.
- g. **MS:** Review of the Budget details for 2018. Discussion of the details by account segment; reserve discussions on the roof replacement timing; overall operating reserves at year end estimated. **JM: MOTION:** Accept the proposed budget of a \$10 increase monthly to \$247. **RR: 2nd.** All approved 5-0. The financial committee will review this budget in the coming days and pending that vote will determine if the Board requires further action.

III: LANDSCAPE/ARCHITECTURAL

- a. **PL:** Prepared a pruning list for common grounds for TT to review and quote on to be incorporated into the agreement for the landscaping. Tabled until quote is received, **MS: ACTION:** Will review with TT.
- b. **PL:** Detailed review of the TT landscaping quote for fall plantings. Discussion around inconsistent and high cost of planting, specifically with stump removal. Preliminary approval for the \$10,000 cost. **PL: MOTION:** Approve the \$10,000 cost for the stump removal and

landscape quote for fall plantings. **TTa: 2nd**. 5-0. All approved. **MS: ACTION:** Will obtain reductions from TT prior to plantings. Approved 5-0.

- c. **AW:** Present TreeEx quote for the removal and trimming of trees at xxx Villa. Discussion. **AW and MS: ACTION:** Will obtain a second quote from TT. Concern about the ability of TreeEx to have the work done due to labor shortages. If TT can match price, MS to go ahead and have the work done this fall.
- d. **MS:** Discussion of the TT contract and the requirement of lifetime tree replacement during the life of TT contract if TT installed the tree. AW to follow up on getting that specifically included. **MS: ACTION:** Will obtain reductions on fall planting list that meet these criteria prior to contract update.
- e. **AW:** Noted that the removal of the downed trees behind 131 Villa was completed by TreeEx in the last month.
- f. **TTa:** Wanted to know when the quote would be done on the trees next to the houses that need pruning. **AW: ACTION:** Will follow up on this item.

B. Monthly Grounds Maintenance Schedule

- a. **PL:** All is up to date, or in the process of being done.
- b. **MS:** Noted that almost all of the winterizing was completed.

C. Monthly Contract and Maintenance Schedule

- a. **RR:** Noted that the pressure testing of the sprinkler system and pump will be done in the next couple weeks.

V: CORRESPONDENCE

- A. **AW:** Note from resident about political solicitation in the neighborhood. Discussion. No action at this time.
- B. **AWxxx** -request for a response on the tree removal/pruning request. **AW: ACTION:** Will respond to resident.

VI: OTHER

A. Open House Signs

- a. **JM:** Concern regarding having a rule on Open House Signage. There is an issue with one resident removing the signs. **AW: ACTION:** Will send resident letter. **JM: ACTION:** Will put in notes for the Villas Voice for next month that Open House signs are fine on common grounds but only on the day of the open house.

B. Board Member attendance

- a. **JM:** Rule regarding Board member attendance. Discussion. Tabled.

C. Anchor

- a. **JM:** Anchor adding three additional motion detectors. Tabled. awaiting quote from Anchor.

D. Snow addendum

- a. **AW:** Snow addendum regarding the additional crew and trucks. Tabled pending TT agreement to find equipment and crew.

E. HBI Crack Fill

- a. **MS:** HBI quoted \$6,000 total for the parking lot and the crack fill in the houses. Plan is to have this done in November.

F. Noodle bin/Kitchen and Storeroom dead bolts/Winterizing/LED Lights

- a. **MS:** Noodle bin replaced in the indoor pool with a sturdy bin; New dead bolts installed in the Kitchen and Storeroom for added security; Winterizing list is almost completed.
- b. **MS:** Electric contractor discussed replacing the street lights with LED to save maintenance costs. Contractor to get preliminary cost estimate.

G. Clubhouse Cleanup/Camera quotes/

- a. **JM to AW** was the letter regarding the cleanup in the clubhouse sent. AW: Confirmed.
- b. **JM:** Camera quotes form Anchor and Nationwide Security. Nationwide is less expensive than Anchor and has more experience. Nationwide clients were very happy with their work. **JM: MOTION:** Accept Nationwide quote NTE \$10,000 from the Capital Account. **PL: 2nd.** Approved 5-0

H. Kitchen Faucet/Ballroom Carpet and Rentals/Resident Insurance Info.

- a. **TTa:** Faucet in the kitchen is not the best functional choice for filling pots etc. Discussion. **PL and RR: ACTION:** Will review.
- b. **TTa:** Concern over the edge of the carpet in the ballroom for the Craft fair. Wants it taped if it stays down.
- c. **TTa:** Continuing concern over ballroom rentals with children and young adults. Discussion on the use of guards, etc.
- d. **TTa:** List of homes without insurance information to AW: ACTION: Will send letters to residents who have not sent the insurance info.

I. Preliminary Meeting for Annual Meeting

- a. November 8, 2017, is the preliminary meeting to prepare for the Annual meeting on November 15.

VII: NEXT MEETING

- A. **Board Meeting-** November 29, 2017
- B. **Annual Community meeting-**November 15th, 2017.

VIII: ADJOURNMENT

- A. Meeting adjourned at 11:37 am.